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DTR-1507

1 August 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training

1. First Female Student To Attend National War College

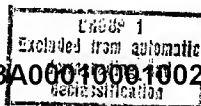
For the first time a woman has been approved to attend the National War College, a nominee from State. We have also heard a rumor that the JCS will soon approve two WAC colonels for the NWC.

2. First Agency Student Enrolled for Language Study at Crowell-Collier

An FE Division employee has been enrolled to study Chinese for about two months at Crowell-Collier Institute in Rosslyn. Feedback from the student to date has been mildly critical because the linguist-teacher is somewhat confused on the objectives of the training and the best way to meet them. The progress of this student will be carefully watched by both FE and OTR.

3. Briefings for Senior Schools

The five supplemental nominees for the Armed Forces Staff College were given a special orientation and briefing on 18 July. A recent graduate of the AFSC attended and answered questions for about 30 minutes. Last week eight additional students, bound for extended academic study

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or one of the senior military colleges, were given extensive administrative briefings. One Army War College nominee, just returned from 17 years overseas, was given a special "updating" briefing on the Agency role in the Intelligence Community.

4. Lessons Learned From Compromises In Audio Operations

For over a year the Clandestine Services have carefully analyzed every audio operation where compromises have occurred in an effort to determine probable causes. The DD/P is interested in having some of the studies used by OTR and TSD in training CTs and other operations personnel. This matter is now being studied for possible introduction

25X1A6a into [REDACTED] Headquarters training.

25X1A6a 5. [REDACTED] Topics

a. In an effort to accomplish savings in mess hall and janitorial

25X1A6a services at [REDACTED] three [REDACTED] employees will soon be terminated. 25X1A5a1

This can be done without serious impact by curtailing weekend food services and rescheduling hours of janitorial coverage. There are also

25X1A plans to cut one [REDACTED] employee and one janitor from the [REDACTED] 25X1A6a
[REDACTED] contingent. 25X1A5a1

25X1A6a

[REDACTED]

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6. OTR Course To Add Instruction On Emergency Destruction Of Records

The Field Finance and Logistics Course will henceforth include three hours of instruction in Emergency Destruction and Civil Disturbances. The first segment will cover policy, guidelines, the priority system and the re-establishment of destroyed files. The second part will stress planning and personal actions during a civil disturbance.

7. General Cabell Active In Defense Training Programs

General Charles P. Cabell recently made the opening address to members of the Joint Strategic Intelligence Course at the Defense Intelligence School. The JCS has approved his appointment to the DIS Board of Visitors. Last May the General began a three-year appointment as a member of the National War College Board of Visitors and was elected chairman for one year.

Former Executive Director-Comptroller, Lyman Kirkpatrick, has also been nominated to serve on the DIS Board of Visitors but we do not know if he has been contacted yet or has accepted.

8. Proposed Training Course on "The Budget Process"

A seven-week course on budgeting will get a trial run in October for about 15 students in grades GS-05 through GS-11. A second course will run more or less concurrently to accommodate about 20 students at grade levels GS-12 through GS-16. Two representatives of O/PPB will act as course coordinators. Both programs will be part-time, two days a week. The majority of students will probably come from the OF Career Service

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but nominees from other Career Services will be welcome. OTR will issue a bulletin to announce this course as soon as exact dates are set.

9. Non-Agency Briefings

During this reporting period, the following non-Agency briefings were given:

At Headquarters, on CIA and the Intelligence Community for

25X1C8c

[REDACTED]

At Headquarters, on CIA for the newly designated Ambassador to Burundi.

At Headquarters, 34 members of FSI's Basic Foreign Service Officer Course by a number of Agency personnel, including four from OTR.

/s/
John Richardson

John Richardson
Director of Training

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